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15 July 1964

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting of USIB Records Management Officers

1. The following Records Officers were present:

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Don Simon, State

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2. The discussion was concerned with establishing a central records facility in the new Federal Records Center to be built at Suitland, Md. Attached is a staff study that was submitted to those present for comment.

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3. There was general acceptance of the objectives and action proposed in study except for NSA's requirement for absolute compartmentation of their records storage area. [ ] stated that they must have a masonry wall; 3-way combo vault type door and that they would supply their own reference and char service.

4. It was agreed that all present should be briefed by GSA on plans for the new center. A meeting for this purpose was set for Wednesday, Aug. 5 at 10:00 AM in Herb Angel's office, National Archives.

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DDS/RAS/RD [ ] (16 July 1964)

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